



SHORT-TERM RENTAL ORDINANCE IMPLEMENTATION WORK GROUP AGENDA
Wednesday, February 26, 2020 - 10:00 AM
City Hall, Conference Room A, 169 SW Coast Hwy, Newport, OR 97365

The meeting location is accessible to persons with disabilities. A request for an interpreter for the DEAF AND HARD OF HEARING, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder at 541.574.0613.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

1. INTRODUCTIONS
2. REVIEW AND AMEND AGENDA, AS NEEDED
3. APPROVAL OF MINUTES
 - 3.A November 19, 2019 STR Implementation Work Group Meeting
[11-19-19 STR Work Group Draft Minutes](#)
4. PUBLIC COMMENT

This is an opportunity for members of the audience to bring to the Work Group's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.
5. UPDATE ON LICENSED SHORT-TERM RENTALS, CAP AND WAITLIST

- 5.A **Materials:**
 - [Memorandum](#)
 - [List & Summary Table of Short-Term Rentals](#)

- 6. **24/7 HOTLINE IMPLEMENTATION & ENHANCEMENTS**

- 6.A **Materials:**
 - [Memorandum](#)
 - [Email from Claire Shank, dated February 5, 2020](#)
 - [Newport Hotline Script](#)

- 7. **STR ORDINANCE IMPLEMENTATION ISSUES**

- 7.A **Materials:**
 - [Memorandum](#)
 - [Letter from Melissa Rajala, Treasurer, Nye Sands HOA](#)

- 8. **ENFORCEMENT UPDATE**

- 8.A **Materials:**
 - [Memorandum](#)
 - [Email from CSO Folmar](#)
 - [Chart Summarizing the SIR Enforcement Process](#)

- 9. **STATUS OF AIRBNB LITIGATION**

- 10. **INTRODUCTION OF ADVOCATES FOR SAFE AND HEALTHY VRD-FREE NEIGHBORHOODS-NEWPORT PRIORITIES**

- 10.A **Materials:**
 - [Cheryl Connell-Email and List of Priorities](#)

- 11. **FUTURE MEETING SCHEDULE**

- 12. **PUBLIC COMMENT**

This is an opportunity for members of the audience to bring to the Work Group's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

13. ADJORN

Draft MINUTES
City of Newport
Short-Term Rental Implementation Work Group Meeting
City Hall, Council Chambers
Tuesday, November 19, 2019

AC Members Present: Cynthia Jacobi, Jamie Michel, Bill Posner, Dietmar Goebel, Spencer Nebel, Bill Branigan, and John Rogers.

City Staff Present: Community Development Director (CDD), Derrick Tokos; Police Chief, Jason Malloy; Community Service Officer, Jim Folmar; Finance Director, Mike Murzynsky; and Executive Assistant, Sherri Marineau.

Public Members Present: Carla Perry, Mona Linstromberg, Anne Sigleo, Wayne Benson, Elaine Karnes, Chris Schneller, Cheryl Connell, Ona McFarlane, and Teresa Inman.

1. **Call to Order.** The meeting was called to order at 10:34 a.m.
2. **Review and Amend Agenda as Needed.** Tokos asked for amendments to the agenda. None were heard. Tokos noted that the City Council had been contacted by several short-term rental (STR) owners who the City couldn't assist in issuing licenses to due to the new ordinance rules. Tokos asked to add this topic to the agenda. The committee was in general agreement to add the item to Section 8. B.
3. **Approval of Minutes.** Motion made by Jamie Michel, seconded by Spencer Nebel to approve the August 20, 2019 Short-Term Rental Implementation Work Group meeting minutes as written. The motion carried unanimously in a voice vote.
4. **Update on Licensed Short-Term Rentals, Cap, and Waitlist.** Tokos reviewed the staff memorandum noting the STR renewal process had been completed. The deadline for the STRs that had submitted applications before the new ordinance had passed. Tokos reviewed the current counts of STRs in and out of the overlay zones, and the number of home shares and B&Bs. He explained the nonconforming rights for licensed STRs that didn't renew. Jacobi asked if there were any STRs included in the counts that were currently under construction. Tokos reported there weren't because only existing dwelling units could be licensed.

Goebel asked what the total housing percentage of VRDs were for those in and out of the overlay zone. Tokos would provide these percentages. Michel asked when the three open spots on the STR waitlist would be available. Tokos explained that now that the counts were cleared, under the new rules the City's intent was to start contacting owners of units on the waitlist.

5. **Disposition of Short-Term Rental Applications Submitted Prior to Ordinance Adoption.** Tokos reviewed the staff memorandum. He explained that nine of the 23 applications that were submitted before the deadline didn't follow through with the licensing process. These units were notified in writing that the City would not be doing anything further with their applications. Tokos noted that one applicant asked to be placed on the waitlist.
6. **24/7 Hotline Implementation.** Tokos reviewed the staff memorandum. He explained the third party vendor had been hired and 24/7 hotline signs had been distributed. A notice was sent out by mail and email to all licensed STRs to pick up the signs. Tokos explained that the ordinance didn't address signs for condo units, so it was decided that they would only require one sign per building. The Embarcadero had multiple buildings so their signs were placed in locations as per units in the buildings. Branigan asked what would happen with owners who didn't pick up signs. Folmar reported that he had contacted the owners of these units and gave an update on who responded to his requests. Tokos noted that there had been complaints that some owners had picked up signs but hadn't installed them. Folmar would be following up with these owners.

Tokos reviewed the types of complaints that had been reported on the 24/7 hotline. He noted there was a centralized database for the Police Department (PD) to follow up on. When complaints were lodged outside of

the system, Folmar entered this information into the system. Posner asked if the response time was tracked in the system. Tokos explained that it was and he would be speaking on this when he talked about the LodgingRevs interface. He noted he would be talking to the vendor and getting a report on this. Tokos reported that there were now links to the hotline on the City's website.

Jacobi requested that acknowledgements be sent out when a person submitted a complaint on the hotline to make sure they received confirmation that the complaint was received. Folmar said when he saw a complaint submitted he added a note to the record so there is a time stamp. He wasn't sure if the complainant could go back in the system and see his notes. Tokos reviewed incident reports that showed what the City saw in the system and the notes that Folmar logged. He reviewed the audit log where the time stamp was recorded. Posner asked if updates were requested from the vendor. Tokos said they were and the incident form was an example of this. Posner thought that if the customer's email was in the complaint it would be easy for the vendor to send out an email to them confirming the status. Tokos would talk to the vendor about this.

7. **Enforcement Update.** Folmar gave an update on enforcement and reviewed the report he handed out to the Work Group at the meeting. He noted that a lot of the complaints were happening over the weekends and he was following up on these on Mondays because of his work schedule. Folmar reviewed his workflow on following up on complaints. Posner asked if the system prioritized complaints. Folmar explained they didn't but he would prioritize them as they came in. Malloy asked if LodgingRevs triages and then sends the complaints to dispatch for pressing issues such as loud noises, and blocked driveways. Tokos explained LodgingRevs would first contact the local representative of the unit, and if the issue was more criminal LodgingRevs would contact the police. He would follow up with LodgingRevs to understand what circumstances the City wanted the issues referred to the nonemergency lines. Nebel asked what happened if the complaint with the local contact person remained unresolved. Folmar said they were trying to work through how to know when to involve an officer and who called dispatch directly. He said he hadn't had an instance where the contact didn't respond. Folmar reminded that the public could call the police first for issues as well. Nebel thought the protocol needed to be sorted out to understand if LodgingRevs was initiating to dispatch or directing them to contact 911. Goebel asked what happened when calls came in directly to the PD. Malloy said they are working through this with officers on how to make sure that Folmar was notified, how officers responded, and how to know if a complaint constituted a strike.

Goebel asked if strikes on STRs ever went away. Malloy said strikes stayed on their record for 12 months, and they would review every complaint reported to determine if it was a strike. Michel asked Malloy to share what the basic outline of the findings for strikes was. Malloy said when an issue was a blatant violation of one of the listed violations, they would be hard pressed to say it was not a strike. Folmar said there were a couple of violations that fell in the gray areas and the findings didn't fit. He was working through the complaint issues and once this was figured out they would see gray areas get smaller. Michel asked if someone responded to a complaint and corrected it, would the complaint go away. Folmar explained if they did the corrections it wouldn't be considered a strike. Malloy reminded that this would be determined case by case. Branigan asked if anyone had ever tried to appeal a citation. Folmar said they did, and gave an example of a long term rental that was advertising on Airbnb. The owner had to submit information that proved the unit wasn't a STR. Malloy reported that nobody had pleaded not guilty or asked for a court hearing. Goebel asked how much the citation was. Folmar explained it was a monetary citation of \$500 per day.

Tokos reviewed enforcement issues the City was having with time shares, which were resorts where the units were owned for a portion of the year. He noted that as long as owners of time shares were going through the resort to rent their units, they would fall under the hotel/motel category. If the owner was going through Airbnb to rent, it would be a code violation. Folmar reported on the time shares he had followed up with to find out who wasn't compliant. Malloy noted that trying to track down noncompliant time shares was labor intensive and hard to do.

Tokos explained the City was looking to shut down STR units that were operating without licenses. In cases where the units were rented with Airbnb, their room taxes were being collected and submitted by Airbnb to the City. Tokos noted that Airbnb did not remit which unites they were collecting room taxes for. He noted that State law required intermediaries to collect room taxes. Goebel reported that there were some cities who required

Airbnb to have a business license and asked if they had one for Newport. Murzynsky reported that he thought they did have a license with the City and would look this up for the work group.

Rogers felt that owners who operated STRs without a license should share in the expense of the officers assigned to perform duties across the City. He thought the Work Group should discuss requiring a reimbursement for services the STR owners received even though they didn't submit revenue for their support. Folmar noted that other cities ran into issues with citing for STR operations without licenses. There were instances where owners went to court and argued they couldn't cite based on advertising because this only showed intent, not actual proof of operations. Folmar said this was something they could do but they would have to decide how far they would ask the owner to report on their rental listing. Tokos reminded that in the circumstances where the rentals were renting through Airbnb or other intermediaries, the City knew these units were paying room taxes. If they weren't using an intermediary, the City wouldn't have the data and this would be more challenging. Michel thought the City would be chasing their tails by pursuing this because they would be relying on the owner to provide the data and the records might not be correct. She thought this was a waste of City money. Tokos thought the City could require the units that received a cease and desist letter to log if they were using an intermediary to make sure the City had the information. He suggested tracking this for a given time and then report back to the group. Tokos said that because the City was operating in a situation where they weren't adding licenses, this would be an ongoing problem. A discussion ensued regarding one off rentals and the City not going through a full summer rental season yet.

Michel asked if there could be a ruling going forward that said if someone was caught or received a cease and desist letter, they would be required to owe back taxes going forward. Nebel thought this issue might need a resolution from the City Council on room taxes. Tokos said they could try and track which units were already paying taxes through Airbnb. Goebel asked if there were any requirements for someone to use someone's house without money being exchanged. Tokos said this was allowed outright as long as there wasn't money exchanged.

8. **Outreach Needs.** Nebel noted that the City had been dealing with fallout from owners who didn't have a license when they thought they did, and weren't able to get a license. The City had been receiving communication from these people who were unhappy that there wasn't a remedy. Nebel wanted the Work Group to know how these were being dealt with. Goebel asked if a group email report could be done to the Work Group. Nebel thought they probably could but it was good for the Work Group to be aware that it was taking a fair amount of time for the City to respond to the issues. He noted some issues that were coming up that included people who were appealing but there wasn't an option for appeals. Tokos would put together correspondence from these instances so the Work Group could review them the next meeting. He explained they were required to work within the framework of the ordinance as it was written, then identify what the rental options were for these owners such as renting month to month. Tokos noted there was also an option to do home shares for their rentals as well. Owners could also contact the City Council about what the issues were. Tokos felt it was important for the responses to be the same from everyone at the City. He noted that staff could be pulled in to help with responses. Jacobi wanted to acknowledge any letters the City Council received and then refer them to staff. Tokos said it was important for the Council to respond first, but he was happy to do this. Nebel noted there were people who were frustrated and thought some of them would be coming to the City Council to address their concerns. A discussion ensued regarding what the City Council was expected to do, and ways the City Council could acknowledge concerns then direct them to staff.

Nebel suggested putting together responses to certain issues for the City Council so they could be consistent with language. He said the key thing to note was that the City needed to get the process in place, they had made a lot of progress to get this fully in place, but they weren't there yet. Tokos would put together suggested language for the City Council. Goebel asked if the City Council was notified in all of these instances. Tokos reported that most of the instances were taken care of at the department level. A discussion ensued regarding how unlicensed units were handled and what the different options were for owners. Nebel noted that the new ordinance put distinctions in place that hadn't been defined before. They would have to sort through issues that were new to the ordinance to clarify and clean things up.

9. **Workgroup Status Reports.** Tokos reviewed the staff memorandum. He noted the ordinance required status reports on a quarterly basis to the City Council and Planning Commission. Tokos asked how the Work Group

would like to do the reporting and suggested using the meeting minutes as the reports. Posner wanted to see the stats come out of the system on complaints by pulling the dashboard out of the system. Michel asked if they could collect in the minutes what the findings were on incidents. Tokos suggested attaching a summary memorandum to the minutes, along with a summary from Folmar, as the report. The Work Group was in general agreement to do this.

Murzynsky reported the Finance Department was starting the process to work with Casella to do room tax reporting. They were hoping to have it done by December 31, 2019. Murzynsky explained they were working on the foundation of Casella to make sure the system was set up properly. Tokos noted that there was one component with LodgingRevs that the City hadn't implemented yet because it was dependent upon the ability of STR operators to make online room tax payments. This was what the Finance Department was working on. Tokos explained that LodgingRevs monitored what the STRs collected for room taxes and compared this to what people actually reported to the City to find significant discrepancies. Michel questioned if LodgingRevs was looking at block outs on online calendars to monitor this. She noted that people would block out rental dates without actually renting them. She was concerned this could mean discrepancies and might be misleading. Michel gave an example of units that were currently under renovation that were blocked out on calendars. Tokos noted that the LodgingRevs reports would flag the property for a follow up and wasn't an immediate violation.

10. **Public Comment.** Tokos opened up the meeting for public comments. Anne Sigleo addressed the Work Group and reported she had a complaint about dogs at STRs and thought that STR renters shouldn't be allowed to have them at rentals. She also had concerns about how renters parked and reported experiencing the renter's cars being parked out on the street. Sigleo thought there needed to be a stronger emphasis for renters to park where they were required. She asked what should happen in instances where the public had proof that a unit was being rented without a license. Nebel noted the public could submit a complaint in the system for this. Malloy said the Police Department wouldn't know about some of the unlicensed units unless people reported them. Folmar noted that anything that was reported would be followed up on and enforced.

Cheryl Connell addressed the Work Group. She asked for clarification on if "nonconforming" was for the property or for the use. Tokos explained that this was a nonconforming use for all of the STRs that were licensed and fell under the 2012 ordinance. These units became nonconforming because they didn't satisfy the full parameters of the new ordinance. Connell asked if the nonconforming use went away when ownership changed. Tokos explained that if the unit was outside the overly zone the license went away as soon as ownership changed. If the unit was within the overlay zone and in a residential zone, the license would go away. If it was in the C-2 or water related zones, an ownership change would mean the owner would have the right to sell the unit as a vacation rental and their place in line was held open.

Connell asked how long a strike lasted. Folmar confirmed it lasted 12 months. Connell noted that LodgingRevs was still listing the form as a "complaint" form and wanted the word taken out. She requested Folmar's report that was handed out to the Work Group be provided to the public. Tokos confirmed that the report would be uploaded to the Work Group's web page. Connell noted that the minutes from the last meeting noted that Nebel wanted the list of STRs provided in an Excel spreadsheet as well as a PDF. She requested this be done in the future. Connell noted that the hotline signs were critical for when the PD went out so that they could identify the unit as a STR. She reported that she had observed signs that were not located in an area that was easily seen on the property. Connell wanted signs posted at the front doors. She asked for clarification on the follow up on violation reports, and noted that she contacted Folmar with a violation report three weeks before without a follow up. Folmar noted that Connell sent her email complaint to an incorrect email address for him. He thought he had sent her a reply already but would resend it to her.

Elaine Karnes noted she submitted a couple comments online without having any follow up. Folmar noted the system had some problems and there were a couple of complaints that still needed to be addressed. Karnes thought it was an issue that complainants weren't getting a response. Folmar hoped they could build something in LodgingRevs so the complainant could see that he placed noted on the complaint. Tokos would talk to LodgingRevs on getting an automated response to complaints sent out to acknowledge they were recorded in the system.

Mona Linstromberg addressed the Work Group. She had concerns about issues with septic system capacities for STRs properties in the City. She questions if any licensed STRs were on septic systems and requested the City look into this to determine who was. Linstromberg noted that properties in unincorporated communities were having problems with septic systems accommodating the number of rooms for STRs. Tokos explained this was not easily determined and thought the City's bedroom limitation was more strict than the County. He noted the City dealt with modest residential homes and the County had larger sized residences on septic systems. Tokos reported that the City didn't know all the properties who were on septic but generally most of them were not sizeable. Linstromberg noted that when someone made a complaint they should be able to do it anonymously. The system was requiring people to have a name attached to the complaint. Tokos noted that he saw where no email was provided and thought a field could be noted as blank.

Carla Perry addressed the Work Group and reported that a person told her they couldn't file a complaint without submitting a name. Folmar thought they should have the option to not give a name. Tokos would follow up with LodgingRevs on this. Perry recommended that a STR application has a statement that the applicant is signing off that the above information was true. She also wanted the person listing the complaint to be able to print out a report of the complaint on LodgingRevs so the person listing the complaint had a record of it.

Perry asked if there was a time that the data of all complaints would be made available to the public online. Folmar thought this could be discussed with LodgingRevs. Perry noted that Meredith Lodging was a major player in rentals but didn't see them as being one of the sites checked. Tokos thought that LodgingRevs had done this and there had been a check on them since the last meeting. Folmar reported that the STRS that were advertising and had discrepancies were reported to him by LodgingRevs. The PD depended on the public to report other unlicensed STRs that weren't advertising. Perry reported there were issues with STR hotline signs being hidden. She asked what was being done about getting these signs moved. Folmar noted the STR that was reported had a sign that was visible from the adjacent street. The ordinance said signs needed to be visible from the adjacent street. Perry suggested that if STR owners be encouraged to put the signs in more visible spots. Folmar thought they could suggest this to the owners. Perry noted the complaint she submitted said it was closed on the report because the parking wasn't in violation. She explained that her complaint wasn't for parking, the renters were using the adjacent property for parking, which blocked a public the trail. Folmar explained the 72 hour rules and requested that they be contacted when the renters were blocking access to the trail again. A discussion ensued regarding STR parking requirements and how people utilized public parking. Clarification was given that STRs needed to provide one off-street parking space per bedroom but renters weren't required to park in the designated parking spaces if none were available. There was nothing in the ordinance that limited the number of vehicles renters had when staying at STRs.

11. **Adjournment.** The meeting adjourned at 12:46 p.m.

Respectfully submitted,

Sherri Marineau
Executive Assistant

Memorandum

To: Short-Term Rental Ordinance Implementation Work Group
From: Derrick I. Tokos, AICP, Community Development Director 
Date: February 21, 2020
Re: Update on Licensed Short-term Rentals, Cap, and Waitlist

Enclosed is a list and summary table of licensed short-term rentals as of February 19, 2020. At this time, there are 209 licensed short-term rentals. Of that number, 155 are vacation rental dwellings inside the overlay, 45 are vacation rentals outside the overlay, and 9 are B&Bs or home shares.

Property owners with licensed vacation rentals at the time the new ordinance was adopted, who decided not to renew their licenses, are listed in the summary table as inactive non-conforming vacation rentals. This is because the non-conforming use right that those owners had to license a vacation rental is not extinguished until the use is discontinued for a continuous 12-month period (NMC 14.32.060(A)(2)). That 12-month period started at the renewal deadline (i.e. August 15, 2019) and will extend to August 15, 2020.

Non-conforming vacation rentals within the overlay, both active and inactive, count towards the density limit (i.e. license cap) that the City Council established as 176 licenses (NMC 14.25.035(A)(1)). As the summary table shows, there are presently 173 active or inactive vacation rentals, meaning that there are 3 licenses available for qualifying properties on the wait list.

Those non-conforming vacation rentals situated outside of the overlay, whether active or inactive, are not subject to the license cap; however, the use must cease upon sale or transfer of the units (NMC 14.25.035(A)(3)). There are presently 47 property owners on the wait list.

At the last meeting, Councilor Goebel inquired about the total number of residential units inside the overlay. When the overlay was established, our estimate was that a little more than 37% of the City's housing stock is situated inside the overlay. That equates to about 2,130 dwellings when considering the most current census figures. The 176 unit vacation rental cap amounts to a little over 8 percent of the housing in the area.

Attachments:

List and summary table of short-term rentals

STR Counts as of 02-19-2020

| | |
|---|------------|
| Active VRDs Inside Overlay Zone: | 155 |
| Inactive, Nonconforming VRDs Inside Overlay Zone: | 18 |
| Total Number of VRDs in Overlay Zone: | 173 |

| | |
|---|-----------|
| Active Home Shares: | 6 |
| Active B & Bs: | 3 |
| Active VRDs Outside of Overlay Zone: | 45 |
| Inactive, Nonconforming VRDs Outside of Overlay Zone: | 10 |

Short-Term Rentals List

| Active Short-Term Rentals | | | | | | | | | |
|---------------------------|------------|------------------------------------|-----------------------|--|------|---------------------------|------------------------|---------------------|------------------------|
| | Date Rcd. | Street Address | Map Taxlot | Property Owner | Zone | In or Out of Overlay Zone | License Renewal Status | Date of Endorsement | VRD, B&B, or Homeshare |
| 1 | 10/22/2018 | 1000 SE Bay Blvd #117 (D-4) | 11-11-09-CB-90404-00 | Jason Baker | W-2 | In | Completed | 12/27/2018 | VRD |
| 2 | 6/7/2017 | 1000 SE Bay Blvd #146 (G-8) | 11-11-09-CB-90708-00 | Sylvia Richen | W-2 | In | Completed | 2/9/2018 | VRD |
| 3 | 5/17/2013 | 1000 SE Bay Blvd #225 (E-10) | 11-11-09-CB-90510-00 | Christie M Connard | W-2 | In | Completed | 7/17/2014 | VRD |
| 4 | 4/30/2019 | 1000 SE Bay Blvd #405 (B-4) | 11-11-09-CB-80087-00 | Stanley & Debra Kramien | W-2 | In | Completed | 7/23/2019 | VRD |
| 5 | 3/28/2018 | 1000 SE Bay Blvd #532/632 (K-9) | 11-11-09-CB-91109-00 | Kevin & Danielle Stewart | W-2 | In | Completed | 4/16/2019 | VRD |
| 6 | 9/26/2017 | 1000 SE Bay Blvd #536 (K11) | 11-11-09-CB-91111-00 | Eric Breon | W-2 | In | Completed | 10/18/2017 | VRD |
| 7 | 1/23/2018 | 1000 SE Bay Blvd #G-245/345 (G-19) | 11-11-09-CB-90719-00 | Kevin & Danielle Stewart | W-2 | In | Completed | 2/9/2018 | VRD |
| 8 | 7/8/2019 | 105 N Coast St | 11-11-08-BB-08700-00 | Terry & Eileen Obteshka | C-2 | In | Completed | 9/18/2019 | VRD |
| 9 | 7/6/2017 | 107 SW Coast St | 11-11-08-BB-21700-00 | Roy S Neff and Lauri Hines | R-4 | In | Completed | 7/11/2017 | VRD |
| 10 | 8/9/2018 | 109 NW Cliff St Unit 6 | 11-11-08-BB-13100-00 | Crowe Rentals LLC | C-2 | In | Completed | 1/23/2019 | VRD |
| 11 | 4/19/2017 | 109 NW Cliff St, Unit 7 | 11-11-08-BB-13100-00 | Crowe Rentals LLC | C-2 | In | Completed | 5/17/2017 | VRD |
| 12 | 5/17/2017 | 109 NW Cliff St, Unit 8 | 11-11-08-BB-13100-00 | Crowe Rentals LLC | C-2 | In | Completed | 7/19/2017 | VRD |
| 13 | 5/11/2015 | 1125 NW Spring St #A-103 | 11-11-05-CB-80003-00 | Toby Ross & Jo Duthie | R-4 | In | Completed | 11/30/2017 | VRD |
| 14 | 9/14/2015 | 1125 NW Spring St #C101 | 11-11-05-CB-80016-00 | Kenneth Sever | R-4 | In | Completed | 9/21/2015 | VRD |
| 15 | 8/16/2016 | 1125 NW Spring St #C201 | 11-11-05-CB-80019-00 | Denise & Brian Velaski | R-4 | In | Completed | 8/22/2016 | VRD |
| 16 | 8/9/2016 | 1125 NW Spring St C-2 (c102) | 11-11-05-CB-80017-00 | Wendi & Eric Lonquist | R-4 | In | Completed | 8/15/2016 | VRD |
| 17 | 10/30/2012 | 1125 NW Spring St Unit A 203 (A-6) | 11-11-05-CB-80006-00 | Patrick & Susan Long | R-4 | In | Completed | 11/1/2019 | VRD |
| 18 | 11/8/2013 | 1125 NW Spring St Unit A-201 | 11-11-05-CB-80004-00 | Michael Adams | R-4 | In | Completed | 12/13/2013 | VRD |
| 19 | 5/6/2016 | 1125 SW Spring St #C303 (C-9) | 11-11-05-CB-80024-00 | Dylan & Teri Ann Mason | R-4 | In | Completed | 5/19/2016 | VRD |
| 20 | 11/6/2018 | 1126 SW 8th St | 11-11-08-CC-05000-00 | Aaron & Mallory Hegge | R-2 | In | Completed | 3/15/2019 | VRD |
| 21 | 2/15/2019 | 1130 NW Hurbert St | 11-11-05-CA-00801-00 | Javier & Angelica Hernandez | R-2 | In | Completed | 8/30/2019 | VRD |
| 22 | 9/14/2017 | 1130 SW Martin St | 11-11-08-CC-02600-00 | Richard Savicky | R-2 | In | Completed | 12/14/2017 | VRD |
| 23 | 11/21/2018 | 1140 NW Hurbert St | 11-11-05-CA-00802-00 | Maria Van Houten | R-2 | In | Completed | 12/27/2018 | VRD |
| 24 | 4/5/2016 | 1144 SW Mark St | 11-11-08-CC-02900-00 | Kay Klose & Richard Rainery | R-2 | In | Completed | 5/10/2016 | Home Share |
| 25 | 8/31/2012 | 1156 SW Mark St | 11-11-08-CC-02800-00 | Glenn F & Lori A Stockton Revocable Living Trust | R-2 | In | Completed | 1/15/2013 | VRD |
| 26 | 5/19/2014 | 129 SW Dolphin St Unit 129 | 11-11-08-BB-17400-00 | John & Teri Rogers | C-2 | In | Completed | 6/11/2014 | VRD |
| 27 | 5/19/2014 | 129 SW Dolphin St Unit 133 | 11-11-08-BB-17400-00 | John & Teri Rogers | C-2 | In | Completed | 6/11/2014 | VRD |
| 28 | 5/19/2014 | 129 SW Dolphin St Unit 137 | 11-11-08-BB-17400-00 | John & Teri Rogers | C-2 | In | Completed | 6/11/2014 | VRD |
| 29 | 5/19/2014 | 129 SW Dolphin St Unit 139 | 11-11-08-BB-17400-00 | John & Teri Rogers | C-2 | In | Completed | 6/11/2014 | VRD |
| 30 | 10/20/2016 | 13 NW High St | 11-11-08-BB-07200-00 | White Pine Properties LLC | R-4 | In | Completed | 3/16/2017 | VRD |
| 31 | 7/8/2019 | 134 SW Bay Blvd | 11-11-08-AC-11200-00 | Khakhanang Hickey | W-2 | In | Completed | 12/16/2019 | VRD |
| 32 | 11/15/2018 | 134 SW Elizabeth St | 11-11-08-BB-27501-00 | Hallmark Inns & Resorts, Inc. | C-2 | In | Completed | 7/5/2019 | VRD |
| 33 | 10/19/2019 | 135 SW Coast St | 11-11-08-BB-20900-00 | Julia & Patrick Rask | R-4 | In | Completed | 1/14/2020 | VRD |
| 34 | 9/19/2018 | 137 SW 12th St | 11-11-08-AC-08000-00 | Greg Bear | R-2 | In | Completed | 4/16/2019 | VRD |
| 35 | 7/2/2012 | 144 SW 26th St #1 | 11-11-17-BD-80001-00 | Charles & Michele Acock | W-2 | In | Completed | 12/13/2012 | VRD |
| 36 | 11/15/2018 | 144 SW Elizabeth St | 11-11-08-BB-27300-00 | Hallmark Inns & Resorts, Inc. | C-2 | In | Completed | 7/5/2019 | VRD |
| 37 | 4/26/2017 | 145 SW Hurbert St #1 | 11-11-08-BA-11300-00 | Golden Larch, LLC | R-4 | In | Completed | 9/25/2017 | VRD |
| 38 | 4/26/2017 | 145 SW Hurbert St #2 | 11-11-08-BA-11300-00 | Golden Larch, LLC | R-4 | In | Completed | 9/25/2017 | VRD |
| 39 | 9/19/2019 | 165 SW 26th St | 11-11-17-BD-00300-00 | Sherie Hawley & Gary Gamer | R-4 | In | Completed | 2/18/2020 | VRD |
| 40 | 7/8/2019 | 2126 SE Marine Science Dr | 11-11-17-00-00111-00 | Michael Wilkinson & Nancy Simms | W-2 | In | Completed | 9/13/2019 | B&B |
| 41 | 10/25/2017 | 232 SW 27th St | 11-11-17-BD-04500-00 | Colleen Harris & Philip Mancke | R-4 | In | Completed | 1/19/2018 | VRD |
| 42 | 8/5/2016 | 238 SW 27th St | 11-11-17-BD-04800-00 | Roy S Neff and Lauri Hines | R-4 | In | Completed | 8/15/2016 | VRD |
| 43 | 11/28/2012 | 242 SW 27th St | 11-11-17-BD-01400-00 | Sharon A Simmons, Trustee | R-4 | In | Completed | 8/30/2019 | VRD |
| 44 | 1/17/2014 | 252 SW 27th St | 11-11-17-BD-01500-00 | Jennie Thomas | R-4 | In | Completed | 1/24/2014 | VRD |
| 45 | 10/24/2012 | 255 NW Cliff St | 11-11-08-BB-12300-00 | James & Lana Wetherill | C-2 | In | Completed | 2/13/2013 | VRD |
| 46 | 10/24/2012 | 257 NW Cliff St | 11-11-08-BB-12300-00 | James & Lana Wetherill | C-2 | In | Completed | 2/13/2013 | VRD |
| 47 | 11/13/2017 | 258 NW Coast St, Unit C | 11-11-08-BB-05500-00 | Michelle Heth | C-2 | In | Completed | 2/7/2019 | VRD |
| 48 | 1/3/2017 | 258 NW Coast St, Unit D | 11-11-08-BB-05500-00 | Michelle Heth | C-2 | In | Completed | 3/20/2017 | VRD |
| 49 | 5/31/2018 | 2612 SW Brant St | 11-11-17-BD-03900-00 | Anna & Mark Amarandos | R-1 | In | Completed | 9/4/2018 | VRD |
| 50 | 5/6/2019 | 2614 SW Brant St | 11-11-17-BD-041000-00 | Deborah S Rocha | R-4 | In | Completed | 7/18/2019 | VRD |
| 51 | 7/14/2016 | 2616 SW Brant St | 11-11-17-BD-04100-00 | Kay Fischer | R-4 | In | Completed | 7/19/2016 | VRD |
| 52 | 7/2/2014 | 2622 SW Brant St | 11-11-17-BD-04400-00 | Roger Benney & Sheryl Craner | R-4 | In | Completed | 7/8/2014 | VRD |
| 53 | 4/25/2018 | 2638 SW Brant St | 11-11-17-BD-04900-00 | Lisa Trapp | R-4 | In | Completed | 5/9/2019 | VRD |
| 54 | 10/16/2017 | 28 SW Brook St #B | 11-11-08-BB-25400-00 | Leslie Bergshoeff | R-4 | In | Completed | 2/5/2018 | VRD |
| 55 | 10/16/2017 | 28 SW Brook St #C | 11-11-08-BB-25400-00 | Leslie Bergshoeff | R-4 | In | Completed | 10/10/2019 | VRD |
| 56 | 10/16/2017 | 28 SW Brook St #D | 11-11-08-BB-25400-00 | Leslie Bergshoeff | R-4 | In | Completed | 2/5/2018 | VRD |
| 57 | 10/16/2017 | 28 SW Brook St #E | 11-11-08-BB-25400-00 | Leslie Bergshoeff | R-4 | In | Completed | 2/5/2018 | VRD |
| 58 | 10/16/2017 | 28 SW Brook St #F | 11-11-08-BB-25400-00 | Leslie Bergshoeff | R-4 | In | Completed | 2/5/2018 | VRD |
| 59 | 9/5/2017 | 28 SW Brook St #G | 11-11-08-BB-25400-00 | Leslie Bergshoeff | R-4 | In | Completed | 10/13/2017 | VRD |
| 60 | 7/2/2012 | 29 SW Coast St Unit A | 11-11-08-BB-22200-00 | Norm Ferber | R-4 | In | Completed | 10/25/2012 | VRD |
| 61 | 7/2/2012 | 29 SW Coast St Unit B | 11-11-08-BB-22200-00 | Norm Ferber | R-4 | In | Completed | 10/25/2012 | VRD |

Short-Term Rentals List

| | Date Rcd. | Street Address | Map Taxlot | Property Owner | Zone | In or Out of Overlay Zone | License Renewal Status | Date of Endorsement | VRD, B&B, or Homeshare |
|-----|------------|----------------------------|----------------------|-------------------------------------|------|---------------------------|------------------------|---------------------|------------------------|
| 62 | 7/2/2012 | 29 SW Coast St Unit C | 11-11-08-BB-22200-00 | Norm Ferber | R-4 | In | Completed | 10/25/2012 | VRD |
| 63 | 11/13/2017 | 311 NW 58th St | 10-11-29-BB-02300-00 | Michael G Mantei | R-2 | In | Completed | 3/12/2018 | VRD |
| 64 | 10/12/2012 | 325 NW Coast St, Unit E | 11-11-05-CC-88013-00 | Steve & Marla Bennett | C-2 | In | Completed | 12/27/2012 | VRD |
| 65 | 11/15/2018 | 33 SW Elizabeth St | 11-11-08-BB-15902-00 | Hallmark Inns & Resorts, Inc. | C-2 | In | Completed | 7/5/2019 | VRD |
| 66 | 9/10/2019 | 35 SW Hurbert St | 11-11-08-BA-10203-00 | Beverly Chamberlain | R-4 | In | Completed | 1/6/2020 | VRD |
| 67 | 8/13/2012 | 3749 NW Oceanview Dr | 10-11-32-BA-00900-00 | Mountain Seas Development | R-4 | In | Completed | 12/26/2012 | VRD |
| 68 | 11/15/2018 | 39 SW Elizabeth St | 11-11-08-BB-15903-00 | Hallmark Inns & Resorts, Inc. | C-2 | In | Completed | 7/5/2019 | VRD |
| 69 | 3/2/2017 | 4 SW High St | 11-11-08-BB-23300-00 | Eder Beach Property LLC | R-4 | In | Completed | 5/30/2017 | VRD |
| 70 | 10/11/2012 | 406 NW High St | 11-11-05-CC-13400-00 | Janie Jenne & Michael Ditlefsen | R-4 | In | Completed | 9/11/2019 | VRD |
| 71 | 3/31/2016 | 407 NW High St | 11-11-05-CC-11600-00 | Pietroct 2, LLC | C-2 | In | Completed | 8/11/2016 | VRD |
| 72 | 4/23/2019 | 413 NW Hurbert St | 11-11-05-CC-15200-00 | Sakhina Awal LLC | R-4 | In | Completed | 9/19/2019 | VRD |
| 73 | 4/23/2019 | 419 NW Hurbert St | 11-11-05-CC-15200-00 | Sakhina Awal LLC | R-4 | In | Completed | 9/19/2019 | VRD |
| 74 | 8/14/2017 | 420 NW High St | 11-11-05-CC-13500-00 | Rina Myklak | R-4 | In | Completed | 10/17/2017 | VRD |
| 75 | 9/24/2012 | 423 SW Elizabeth St | 11-11-08-BC-04300-00 | Gregory & Precott (Scottie) Jones | C-2 | In | Completed | 11/6/2012 | VRD |
| 76 | 5/29/2018 | 424 SE 4th St | 11-11-08-AD-03900-00 | Eder Beach Property LLC | R-2 | In | Completed | 10/2/2018 | VRD |
| 77 | 5/10/2017 | 435 NW 58th St | 10-11-30-AA-03800-00 | Joan L Meloy | R-2 | In | Completed | 6/16/2017 | VRD |
| 78 | 6/14/2016 | 502 SW 7th St | 11-11-08-BD-03400-00 | Kim Kossow & Tom Palmen | R-3 | In | Completed | 6/30/2016 | VRD |
| 79 | 3/6/2013 | 507 NW Alpine St, Unit 103 | 11-11-05-CC-95003-00 | Larry Rabideau & Cheryl Mann | C-2 | In | Completed | 3/13/2013 | VRD |
| 80 | 4/8/2019 | 507 NW Alpine St, Unit 107 | 11-11-05-CC-95007-00 | Walde Living Trust | C-2 | In | Completed | 8/23/2019 | VRD |
| 81 | 2/27/2019 | 507 NW Alpine St, Unit 108 | 11-11-05-CC-95008-00 | Jenial R Shakib Living Trust | C-2 | In | Completed | 4/16/2019 | VRD |
| 82 | 3/11/2016 | 507 NW Alpine St, Unit 203 | 11-11-05-CC-95011-00 | Roy & Sandra Rider | C-2 | In | Completed | 5/19/2016 | VRD |
| 83 | 4/9/2019 | 507 NW Alpine St, Unit 205 | 11-11-05-CC-95013-00 | Dan & Teresa Reich | C-2 | In | Completed | 9/19/2019 | VRD |
| 84 | 7/9/2012 | 507 NW Alpine St, Unit 207 | 11-11-05-CC-95015-00 | Kent B & Lori S Roberts | C-2 | In | Completed | 10/22/2013 | VRD |
| 85 | 5/22/2018 | 507 NW Alpine St, Unit 208 | 11-11-05-CC-95016-00 | Barbara Musolf | C-2 | In | Completed | 10/2/2018 | VRD |
| 86 | 10/16/2017 | 507 NW Alpine St, Unit 303 | 11-11-05-CC-95019-00 | Arne LaVen | C-2 | In | Completed | 5/18/2018 | VRD |
| 87 | 12/17/2014 | 507 NW Alpine St, Unit 308 | 11-11-05-CC-95024-00 | Robert & Ladonna Vigil | C-2 | In | Completed | 8/30/2019 | VRD |
| 88 | 9/14/2017 | 510 SW Minnie St | 11-11-08-CC-02501-00 | Richard Savicky | R-2 | In | Completed | 12/14/2017 | VRD |
| 89 | 7/7/2017 | 511 SW 3rd St | 11-11-08-BC-70003-00 | Robert Fraser | R-3 | In | Completed | 1/19/2018 | VRD |
| 90 | 7/14/2016 | 524 SE 4th St, Unit A | 11-11-08-AD-04600-00 | Sandra & John Baker | R-2 | In | Completed | 8/29/2016 | VRD |
| 91 | 8/15/2018 | 526 NW Coast St, Unit E | 11-11-05-CC-50005-00 | Bubul Baruah | C-2 | In | Completed | 9/7/2018 | VRD |
| 92 | 10/22/2019 | 526 NW Coast St, Unit G | 11-11-05-CC-50007-00 | Chris Paillette | C-2 | In | Completed | 11/1/2019 | VRD |
| 93 | 11/16/2013 | 532 SE 2nd St | 11-11-08-AA-10300-00 | Sue Hardesty & Nellie Ward | R-2 | In | Completed | 12/18/2013 | VRD |
| 94 | 8/22/2013 | 537 NW Alpine St | 11-11-05-CC-08600-00 | Stephanie Saylor & Merritt Bruce | C-2 | In | Completed | 12/13/2013 | VRD |
| 95 | 2/21/2018 | 539 SW Woods St | 11-11-08-000027-PLNG | Lucinda Chapman | R-3 | In | Completed | 7/18/2019 | VRD |
| 96 | 6/18/2015 | 540 NW Alpine St | 11-11-05-CC-08100-00 | Greg Stempson & Lorene Johnson | C-2 | In | Completed | 7/7/2015 | VRD |
| 97 | 10/29/2012 | 543 SW 5th St | 11-11-08-BC-05600-00 | Scott & Angela McFarland | R-3 | In | Completed | 5/6/2013 | VRD |
| 98 | 7/31/2018 | 545 SE 4th St | 11-11-08-AD-01901-00 | Cynthia Severson | R-2 | In | Completed | 3/28/2019 | VRD |
| 99 | 6/19/2013 | 546 SW Smith Ct | 11-11-08-BC-07800-00 | Diane & Russell Faria | R-3 | In | Completed | 7/11/2012 | VRD |
| 100 | 10/25/2017 | 553 SW 5th St | 11-11-08-BC-05500-00 | Scott Lackner | R-3 | In | Completed | 10/19/2018 | VRD |
| 101 | 6/30/2014 | 554 SE 2nd St | 11-11-08-AA-10401-00 | Nancy Thurston & Jeff Terry | R-2 | In | Completed | 7/3/2014 | VRD |
| 102 | 3/30/2015 | 580 NW 6th St | 11-11-05-CC-02200-00 | Hans-Christian & Andrea Muenchmeyer | R-4 | In | Completed | 4/9/2015 | VRD |
| 103 | 1/19/2018 | 582 NW 3rd St | 11-11-05-CC-13000-00 | BMD Rentals LLC | R-4 | In | Completed | 3/12/2018 | VRD |
| 104 | 4/30/2019 | 589 W Olive St | 11-11-08-BB-23400-00 | Don Ollila & Anna Kent | R-4 | In | Completed | 7/5/2019 | VRD |
| 105 | 8/21/2014 | 607 SW Woods St | 11-11-08-BC-07700-00 | Sandra Ringo | R-3 | In | Completed | 9/3/2014 | VRD |
| 106 | 9/12/2017 | 610 NW 9th St | 11-11-05-CB-10200-00 | Betty Willis | R-4 | In | Completed | 1/19/2018 | VRD |
| 107 | 10/30/2015 | 626 NW 3rd St | 11-11-05-CC-80005-00 | Terry & Krista Harrison | C-2 | In | Completed | 11/12/2015 | VRD |
| 108 | 6/20/2018 | 645 SE 4th St | 11-11-08-AD-00700-00 | Pivot Point Productions, LLC | R-2 | In | Completed | 7/6/2018 | VRD |
| 109 | 1/28/2019 | 700 W Olive St | 11-11-08-BB-07500-00 | Ocean Equity Investments LLC | C-2 | In | Completed | 9/26/2019 | VRD |
| 110 | 9/26/2013 | 701 NW Coast St #107 | 11-11-05-CC-94007-00 | Charles & Jane Kemp | C-2 | In | Completed | 12/13/2013 | VRD |
| 111 | 7/14/2016 | 701 NW Coast St #108 | 11-11-05-CC-94008-00 | Michael D McCoy Rev. Living Trust | C-2 | In | Completed | 9/21/2016 | VRD |
| 112 | 5/15/2107 | 701 NW Coast St #109 | 11-11-05-CC-94009-00 | Kevin Carmondy | C-2 | In | Completed | 10/19/2018 | VRD |
| 113 | 10/25/2012 | 701 NW Coast St #111 | 11-11-05-CC-94011-00 | Bonnie Carmody | C-2 | In | Completed | 7/31/2013 | VRD |
| 114 | 6/19/2012 | 701 NW Coast St #201 | 11-11-05-CC-94013-00 | Li'l Macs LLC | C-2 | In | Completed | 10/24/2013 | VRD |
| 115 | 10/25/2012 | 701 NW Coast St #209 | 11-11-05-CC-94021-00 | Bonnie Carmody | C-2 | In | Completed | 7/31/2013 | VRD |
| 116 | 10/25/2012 | 701 NW Coast St #210 | 11-11-05-CC-94022-00 | Bonnie Carmody | C-2 | In | Completed | 7/31/2013 | VRD |
| 117 | 10/25/2012 | 701 NW Coast St #211 | 11-11-05-CC-94023-00 | Bonnie Carmody | C-2 | In | Completed | 7/31/2013 | VRD |
| 118 | 12/5/2017 | 701 NW Coast St #303 | 11-11-05-CC-94027-00 | Suzanne R. W. Horning | C-2 | In | Completed | 10/19/2018 | VRD |
| 119 | 9/3/2013 | 701 NW Coast St #305 | 11-11-05-CC-94029-00 | Jan Bedle | C-2 | In | Completed | 4/7/2014 | VRD |
| 120 | 10/29/2012 | 701 NW Coast St #306 | 11-11-05-CC-94030-00 | David & Margaret Hall | C-2 | In | Completed | 11/6/2012 | VRD |
| 121 | 10/25/2012 | 701 NW Coast St #309 | 11-11-05-CC-94033-00 | Bonnie Carmody | C-2 | In | Completed | 7/31/2013 | VRD |
| 122 | 10/25/2012 | 701 NW Coast St #310 | 11-11-05-CC-94034-00 | Bonnie Carmody | C-2 | In | Completed | 12/26/2012 | VRD |
| 123 | 4/24/2019 | 701 NW Coast St, Unit 207 | 11-11-05-CC-94019-00 | Nye Beach Escape | R-4 | In | Completed | 7/5/2019 | VRD |
| 124 | 4/4/2018 | 707 NW High St | 11-11-05-CC-89004-00 | Redhawk Rentals LLC | C-2 | In | Completed | 5/1/2018 | VRD |

Short-Term Rentals List

| | Date Rcd. | Street Address | Map Taxlot | Property Owner | Zone | In or Out of Overlay Zone | License Renewal Status | Date of Endorsement | VRD, B&B, or Homeshare |
|-----|------------|--------------------------------|----------------------|--|------|---------------------------|------------------------|---------------------|------------------------|
| 125 | 2/24/2017 | 709 NW High St | 11-11-05-CC-89003-00 | Alan & Angela Dietrich | C-2 | In | Completed | 3/20/2017 | VRD |
| 126 | 4/18/2018 | 715 NW 3rd St | 11-11-08-BB-11200-00 | Nye Place, LLC | C-2 | In | Completed | 5/18/2018 | VRD |
| 127 | 7/8/2019 | 722 NW 1st St | 11-11-08-BB-08900-00 | Terry & Eileen Obteshka | C-2 | In | Completed | 9/18/2019 | VRD |
| 128 | 11/13/2017 | 723 NW 2nd Ct | 11-11-08-BB-10700-00 | Michelle Heth | C-2 | In | Completed | 2/7/2019 | VRD |
| 129 | 3/8/2017 | 728 SE 5th St | 11-11-08-AD-07200-00 | Justin & Tamarah Sato | R-2 | In | Completed | 3/27/2017 | VRD |
| 130 | 4/5/2016 | 731 NW 2nd Ct | 11-11-08-BB-10600-00 | April M. Lee | C-2 | In | Completed | 6/2/2016 | VRD |
| 131 | 8/4/2014 | 732 NW 2nd Ct | 11-11-08-BB-11700-00 | Eric & Cherie Gullerud | C-2 | In | Completed | 9/3/2014 | VRD |
| 132 | 8/1/2018 | 736 NW 3rd St | 11-11-05-CC-10600-00 | Samer H Abufadil | C-2 | In | Completed | 10/2/2018 | VRD |
| 133 | 2/19/2015 | 745 NW Beach Dr | 11-11-05-CC-10000-00 | Joe & Paula Roth / Ramon Diaz | C-2 | In | Completed | 7/7/2015 | VRD |
| 134 | 8/15/2014 | 745 NW Lee St | 11-11-05-CD-02800-00 | Clare Hanley | R-2 | In | Completed | 9/3/2014 | VRD |
| 135 | 2/16/2016 | 748 NW Lee St | 11-11-05-CD-02900-00 | Omar Jaff | R-2 | In | Completed | 7/19/2016 | VRD |
| 136 | 2/28/2019 | 748 SW Bay Blvd, Unit A | 11-11-08-CA-04100-00 | Mo Properties LLC | W-2 | In | Completed | 9/3/2019 | VRD |
| 137 | 2/28/2019 | 748 SW Bay Blvd, Unit B | 11-11-08-CA-04100-00 | Mo Properties LLC | W-2 | In | Completed | 9/3/2019 | VRD |
| 138 | 2/28/2019 | 748 SW Bay Blvd, Unit C | 11-11-08-CA-04100-00 | Mo Properties LLC | W-2 | In | Completed | 9/3/2019 | VRD |
| 139 | 7/2/2018 | 750 NW 2nd St | 11-11-08-BB-10300-00 | Deidre Johns | C-2 | In | Completed | 9/26/2019 | VRD |
| 140 | 2/22/2016 | 757 NW Coast St #5 | 11-11-05-CC-92005-00 | Dr. Frank J Benison, PhD | C-2 | In | Completed | 8/14/2017 | VRD |
| 141 | 11/13/2017 | 757 NW Coast St #6 | 11-11-05-CC-91006-00 | Lighthouse Lookout LLC | C-2 | In | Completed | 3/26/2018 | VRD |
| 142 | 11/2/2015 | 757 NW Coast St #7 | 11-11-05-CC-91007-00 | Sue Ellen O'Connor | C-2 | In | Completed | 12/30/2015 | VRD |
| 143 | 1/8/2014 | 757 SW 6th St | 11-11-08-CB-01101-00 | Doug Chu | R-4 | In | Completed | 2/6/2014 | VRD |
| 144 | 10/15/2018 | 801 NW Coast St, #1 | 11-11-05-CB-90001-00 | Dorcot Dreams LLC | C-2 | In | Completed | 7/29/2019 | VRD |
| 145 | 11/13/2018 | 814 SW Bay St | 11-11-08-CB-06000-00 | Lana Allen | C-1 | In | Completed | 12/27/2018 | VRD |
| 146 | 7/5/2016 | 821 SW 12th St | 11-11-08-CA-07600-00 | Kenneth & Cheryl Huff | R-3 | In | Completed | 7/13/2016 | VRD |
| 147 | 3/23/2017 | 832 SW 13th St | 11-11-08-CA-07700-00 | Wilma Roles | R-3 | In | Completed | 6/9/2017 | VRD |
| 148 | 11/12/2015 | 859 SW Bay Blvd | 11-11-08-CA-02302-00 | Roger Yost | W-2 | In | Completed | 5/10/2016 | VRD |
| 149 | 8/2/2012 | 890 SE Bay Blvd #205 | 11-11-09-CB-70205-00 | Gary H & F Rebecca Thorgaard | W-2 | In | Completed | 12/27/2012 | VRD |
| 150 | 7/2/2012 | 902 SW Mark St | 11-11-08-CB-93001-00 | Don & Jeannie Andre | R-2 | In | Completed | 8/6/2013 | VRD |
| 151 | 11/13/2018 | 903 SW Coast Hwy | 11-11-08-CB-06100-00 | Lana Allen | C-1 | In | Completed | 1/23/2019 | VRD |
| 152 | 11/13/2018 | 905 SW Coast Hwy | 11-11-08-CB-06100-00 | Lana Allen | C-1 | In | Completed | 1/23/2019 | VRD |
| 153 | 11/14/2014 | 912 NW Coast St | 11-11-05-CB-05500-00 | Patricia A. Lee | R-4 | In | Completed | 10/22/2019 | VRD |
| 154 | 11/15/2018 | 914 SW 2nd St | 11-11-08-BB-27200-00 | Hallmark Inns & Resorts, Inc. | C-2 | In | Completed | 7/5/2019 | VRD |
| 155 | 6/22/2016 | 927 SW 11th St | 11-11-08-CD-03101-00 | Steven Palmer | R-3 | In | Completed | 11/14/2012 | VRD |
| 156 | 3/23/2017 | 946 NW High St | 11-11-05-CB-10800-00 | David Bahler | R-4 | In | Completed | 9/12/2017 | VRD |
| 157 | 9/19/2019 | 946 SW 8th St | 11-11-08-CB-07000-00 | Sarah Marquez & Mario Cippone | C-1 | In | Completed | 10/22/2019 | Home Share |
| 158 | 3/4/2019 | 955 NW Spring St | 11-11-05-CB-10600-00 | Sandra D Burgess | R-4 | In | Completed | 3/28/2019 | VRD |
| 159 | 4/22/2013 | 10 NW 42nd St | 10-11-29-CD-01400-00 | Thomas Huff | R-1 | Out | Completed | 5/9/2013 | VRD |
| 160 | 11/4/2019 | 105 NW 77th Ct | 10-11-20-BB-01200-00 | Joseph & Linda Palmer | R-1 | Out | Completed | 1/6/2020 | Home Share |
| 161 | 2/7/2013 | 11 NW 42nd St (Unit A - upper) | 10-11-29-CD-02400-00 | NW Property Holdings - Oregon, LLC | R-1 | Out | Completed | 5/6/2013 | VRD |
| 162 | 2/7/2013 | 11 NW 42nd St (Unit B - lower) | 10-11-29-CD-02400-00 | NW Property Holdings - Oregon, LLC | R-1 | Out | Completed | 4/2/2013 | VRD |
| 163 | 7/2/2012 | 1235 NW Spring St | 11-11-05-BC-03700-00 | Carol & Bob Reinhard | R-2 | Out | Completed | 5/9/2013 | VRD |
| 164 | 3/18/2019 | 124 NW 54th St | 10-11-29-BD-03800-00 | Hollie & Thor Bates | C-1 | Out | Completed | 7/5/2019 | VRD |
| 165 | 10/24/2012 | 1245 NW Spring St | 11-11-05-BC-03701-00 | James & Lana Wetherill | R-2 | Out | Completed | 2/28/2013 | VRD |
| 166 | 7/2/2018 | 125 NW 77th Ct, Unit A | 10-11-20-BB-01000-00 | Karen J Trussell | R-1 | Out | Completed | 9/4/2018 | VRD |
| 167 | 5/2/2014 | 128 NW 73rd Ct | 10-11-20-BC-01300-00 | Fred & Patty Stanwood | R-1 | Out | Completed | 5/13/2014 | VRD |
| 168 | 3/30/2015 | 1330 NW Spring St | 11-11-05-BC-02200-00 | Roy S Neff and Lauri Hines | R-2 | Out | Completed | 5/12/2015 | VRD |
| 169 | 11/13/2017 | 1332 NW Thompson St | 11-11-05-BC-02601-00 | Jesse Williams & Vali Sevastita | R-2 | Out | Completed | 4/6/2018 | VRD |
| 170 | 2/15/2019 | 1346 SE Rio Vista Dr | 11-11-09-CA-01700-00 | Dean Sawyer | R-1 | Out | Completed | 7/5/2019 | Home Share |
| 171 | 11/13/2017 | 135 NW 77th Ct | 10-11-20-BB-00900-00 | Cheryl M Johnson / Tom Walklet (agent) | R-1 | Out | Completed | 12/8/2017 | VRD |
| 172 | 10/11/2018 | 140 NW 77th Ct | 10-11-20-BB-00800-00 | Cheryl M Johnson / Tom Walklet (agent) | R-1 | Out | Completed | 12/27/2018 | VRD |
| 173 | 3/5/2019 | 145 SW 27th St | 11-11-17-BD-01904-00 | Brian & Renee Todd | R-4 | Out | Completed | 4/16/2019 | VRD |
| 174 | 5/31/2016 | 1452 NW Spring St | 11-11-05-BC-01200-00 | Scott & Mindy McDowell | R-2 | Out | Completed | 6/2/2016 | VRD |
| 175 | 3/18/2019 | 1522 NW Spring St | 11-11-05-BB-01700-00 | Michael Callahan | R-2 | Out | Completed | 3/28/2019 | VRD |
| 176 | 11/8/2018 | 1535 N NW Hurbert St | 11-11-05-BB-01200-00 | Ann Howell & Thomas Hickey | R-2 | Out | Completed | 1/23/2019 | VRD |
| 177 | 9/28/2018 | 1542 NW Spring St | 11-11-05-BB-02000-00 | Rick Hixon & Jocelyn Stoodly | R-2 | Out | Completed | 12/27/2018 | VRD |
| 178 | 9/27/2017 | 1610 NW Spring St | 11-11-05-BB-00900-00 | Donald & Patsy M Family Trust | R-2 | Out | Completed | 2/5/2018 | VRD |
| 179 | 10/24/2012 | 171 NW 73rd Ct | 10-11-20-BC-00806-00 | Jerry Burger | R-1 | Out | Completed | 1/29/2013 | VRD |
| 180 | 1/20/2015 | 180 NW Gilbert Way Unit C | 10-11-29-BD-17700-00 | Cuttaliya & Douglas Robinson | R-4 | Out | Completed | 2/12/2015 | VRD |
| 181 | 12/6/2016 | 2003 NW Oceanview Dr | 11-11-05-BA-02502-00 | Jenni & Robert Winterburn | R-1 | Out | Completed | 12/28/2016 | VRD |
| 182 | 8/8/2013 | 224 NE 55th St | 10-11-29-BD-00301-00 | Northeast 55th St LLC | R-2 | Out | Completed | 10/2/2013 | VRD |
| 183 | 10/23/2017 | 2545 NW Pacific St | 10-11-32-DC-09200-00 | Michael D'Anna | R-1 | Out | Completed | 12/12/2017 | VRD |
| 184 | 11/8/2018 | 2725 NW Pacific Pl | 10-11-32-DB-00800-00 | Dennis & Denise Monden | R-1 | Out | Completed | 3/15/2019 | VRD |
| 185 | 12/7/2018 | 2755 NW Pacific Pl | 10-11-32-DB-01300-00 | Wildcard Investment, LLC | R-1 | Out | Completed | 1/23/2019 | VRD |
| 186 | 4/24/2017 | 2767 NW Pacific Pl | 10-11-32-DB-01400-00 | Richard Evans & Julie Sanford | R-1 | Out | Completed | 6/2/2017 | VRD |
| 187 | 9/27/2012 | 3360 NW Oceanview Dr Unit A | 10-11-32-AC-06600-00 | Bahram Adrangi | R-4 | Out | Completed | 10/24/2012 | VRD |

Short-Term Rentals List

| | Date Rcd. | Street Address | Map Taxlot | Property Owner | Zone | In or Out of Overlay Zone | License Renewal Status | Date of Endorsement | VRD, B&B, or Homeshare |
|-----|------------|-----------------------------|----------------------|---------------------------------------|------|---------------------------|------------------------|---------------------|------------------------|
| 188 | 10/30/2013 | 3380 NW Oceanview Dr Unit B | 10-11-32-AC-07100-00 | Veritas Corp. / Mark & Rebecca DeBoer | R-4 | Out | Completed | 12/5/2013 | VRD |
| 189 | 9/11/2017 | 375 NE 70th Dr | 10-11-20-CA-05400-00 | Todd & Debbie Cleek | R-4 | Out | Completed | 10/13/2017 | VRD |
| 190 | 9/20/2012 | 3914 NW Cherokee Ln | 10-11-32-AB-02600-00 | Linda Neigebauer | R-1 | Out | Completed | 1/9/2014 | VRD |
| 191 | 10/29/2019 | 411 NW 60th St | 10-11-30-AA-02300-00 | Amy Gordon | R-2 | Out | Completed | 1/28/2020 | VRD |
| 192 | 4/6/2018 | 424 NW 59th St | 10-11-30-AA-02500-00 | Fort Awesome West LLC | R-2 | Out | Completed | 5/1/2018 | VRD |
| 193 | 7/2/2018 | 449 SE Scenic Loop | 11-11-09-BC-01600-00 | Celeste McEntee | R-4 | Out | Completed | 7/18/2019 | VRD |
| 194 | 7/18/2013 | 457 NW 56th St | 10-11-30-AA-05600-00 | Lightkeeper, LLC | R-2 | Out | Completed | 3/21/2014 | VRD |
| 195 | 6/14/2016 | 457 NW 57th St | 10-11-30-AA-04701-00 | Rick & Lynette Ruppel | R-2 | Out | Completed | 6/30/2016 | VRD |
| 196 | 3/4/2014 | 4718 NW Cherokee Ln | 10-11-29-CA-01600-00 | Kirk Hofstetter & Mary Jo Moeller | R-4 | Out | Completed | 3/21/2014 | VRD |
| 197 | 10/1/2012 | 4920 NW Woody Way | 10-11-29-CA-03000-00 | Craig & Dawn Lodge | R-4 | Out | Completed | 11/29/2012 | B&B |
| 198 | 10/17/2012 | 4925 NW Woody Way | 10-11-29-CA-03400-00 | Douglas & Dee A. Nebert | R-4 | Out | Completed | 11/29/2012 | B&B |
| 199 | 10/29/2012 | 5053 NW Agate Way | 10-11-29-BD-16100-00 | Robert & Lori Cavell | R-2 | Out | Completed | 1/11/2013 | VRD |
| 200 | 10/25/2017 | 520 NW 23rd St | 10-11-32-DC-02600-00 | Louis & Malinda Limbrunner | R-1 | Out | Completed | 3/12/2018 | VRD |
| 201 | 10/24/2012 | 535 NW 16th St | 11-11-05-BB-01900-00 | Mark Peterson | R-2 | Out | Completed | 5/6/2013 | VRD |
| 202 | 10/11/2019 | 5518 N Coast Hwy | 10-11-29-BA-02403-00 | Les Carter | R-4 | Out | Completed | 11/1/2019 | Home Share |
| 203 | 5/10/2017 | 555 NW 56th St | 10-11-30-AA-00301-00 | Rob & Leslie Hildebrand | R-2 | Out | Completed | 6/16/2017 | VRD |
| 204 | 2/24/2014 | 556 NW 56th St | 10-11-30-AA-00701-00 | Richard Zhao & Jianhua Pang | R-2 | Out | Completed | 3/6/2014 | VRD |
| 205 | 10/4/2017 | 5608 NW Meander St | 10-11-30-AA-04800-00 | Les Trust, Steven Leonard | R-2 | Out | Completed | 1/19/2018 | VRD |
| 206 | 4/25/2014 | 626 NW 54th Ct | 10-11-30-AD-02600-00 | Newport Oceanfront Estate LLC | R-2 | Out | Completed | 7/18/2016 | VRD |
| 207 | 9/21/2012 | 640 NW 54th Ct | 10-11-30-AD-02400-00 | Bonnie & Fred Saxton | R-2 | Out | Completed | 1/11/2013 | VRD |
| 208 | 10/12/2016 | 688 NE 20th Pl | 10-11-32-DD-05500-00 | William & Kassi Sedwick | R-1 | Out | Completed | 9/9/2019 | VRD |
| 209 | 5/31/2018 | 7055 NE Avery St | 10-11-20-BC-00614-00 | Dale & Sandra Cruickshank-Phillips | R-1 | Out | Completed | 7/6/2018 | Home Share |

| Inactive, Nonconforming Short-Term Rentals | | | | | | | | | |
|---|------------|--------------------------------|----------------------|-----------------------------------|-----|-----|--------------|------------|-----|
| 210 | 7/25/2013 | 1000 SE Bay Blvd #114 (D-1) | 11-11-09-CB-90401-00 | Ellen & Lawrence Franck | W-2 | In | No Submittal | 8/6/2013 | VRD |
| 211 | 4/11/2014 | 1000 SE Bay Blvd #140 (G) | 11-11-09-CB-91001-00 | VKN Vacation Rental | W-2 | In | No Submittal | 5/1/2014 | VRD |
| 212 | 10/22/2019 | 1000 SE Bay Blvd #208 (C-21) | 11-11-09-CB-90321-00 | David & Rebecca Egger | W-2 | In | No Submittal | 1/31/2013 | VRD |
| 213 | 8/19/2013 | 1000 SE Bay Blvd #244 (G-18) | 11-11-09-CB-90718-00 | Richard A Larsell | W-2 | In | No Submittal | 5/20/2014 | VRD |
| 214 | 10/22/2019 | 1000 SE Bay Blvd #308 (C-21) | 11-11-09-CB-90321-00 | David & Rebecca Egger | W-2 | In | No Submittal | 1/31/2013 | VRD |
| 215 | 8/19/2013 | 1000 SE Bay Blvd #344 (G-18) | 11-11-09-CB-90718-00 | Richard A Larsell | W-2 | In | No Submittal | 5/20/2014 | VRD |
| 216 | 3/5/2019 | 1000 SE Bay Blvd #528 (J-7) | 11-11-09-CB-91007-00 | Connie Shim | W-2 | In | No Submittal | 3/28/2019 | VRD |
| 217 | 7/16/2013 | 1000 SE Bay Blvd #642 (L-6) | 11-11-09-CB-91206-00 | Cynthia Kelley Hinds | W-2 | In | No Submittal | 10/2/2013 | VRD |
| 218 | 5/22/2018 | 1120 NW Spring St, Unit A | 11-11-05-CB-70001-00 | Terry & Diane Schneider | R-4 | In | No Submittal | 6/22/2018 | VRD |
| 219 | 7/14/2014 | 1140 SW Abbey St | 11-11-08-CA-09800-00 | Paul & Kim Montagne | R-3 | In | No Submittal | 10/26/2016 | VRD |
| 220 | 7/20/2017 | 507 NW Alpine St, Unit 302 | 11-11-05-CC-95018-00 | Kathleen Schonau | C-2 | In | No Submittal | 3/27/2019 | VRD |
| 221 | 9/6/2012 | 507 NW Alpine St, Unit 305 | 11-11-05-CC-95021-00 | Patrick & Elizabeth Bresnan | C-2 | In | No Submittal | 12/7/2012 | VRD |
| 222 | 11/9/2017 | 521 NW Hurbert St | 11-11-05-CC-16200-00 | Debbie Sloan | R-4 | In | No Submittal | 2/26/2018 | VRD |
| 223 | 9/3/2014 | 539 SW Park St | 11-11-08-CB-09700-00 | Michael Tran | R-4 | In | No Submittal | 10/15/2014 | VRD |
| 224 | 1/26/2017 | 637 SE 2nd St | 11-11-08-AA-07700-00 | Leah Tuttle | R-2 | In | No Submittal | 3/20/2017 | VRD |
| 225 | 9/16/2013 | 701 NW Coast St #101 | 11-11-05-CC-94001-00 | Gwenith M Filbin | C-2 | In | No Submittal | 12/13/2013 | VRD |
| 226 | 9/9/2019 | 753 NW 2nd St | 11-11-08-BB-09300-00 | Wayne Trantow & Antoinette Parque | C-2 | In | No Submittal | 11/7/2012 | VRD |
| 227 | 1/9/2013 | 890 SE Bay Blvd #314 | 11-11-09-CB-70314-00 | Debra Harland | W-2 | In | No Submittal | 1/11/2013 | VRD |
| 228 | 2/1/2017 | 1217 NW Oceanview Dr | 11-11-05-BC-03400-00 | Stuart Larsen | R-2 | Out | No Submittal | 3/22/2017 | VRD |
| 229 | 10/9/2018 | 130 NW 77th Ct | 10-11-20-BB-00700-00 | Randy & Janice Reitz | R-1 | Out | No Submittal | 1/23/2019 | VRD |
| 230 | 6/1/2015 | 185 NW 70th St | 10-11-20-CB-00118-00 | Susan & Steven Johnston | R-2 | Out | No Submittal | 7/19/2016 | VRD |
| 231 | 10/29/2012 | 2005 NW Oceanview Dr | 11-11-05-BB-00300-00 | Margie L Dawson | R-1 | Out | No Submittal | 7/10/2013 | VRD |
| 232 | 9/19/2018 | 320 NW 18th St | 11-11-05-BA-05101-00 | Robert W Wienert | R-1 | Out | No Submittal | 10/19/2018 | VRD |
| 233 | 2/27/2019 | 3934 NW Cherokee Ln | 10-11-32-AB-02800-00 | Christie & Stephen Burns | R-1 | Out | No Submittal | 4/3/2019 | VRD |
| 234 | 10/29/2012 | 416 NW 58th St | 10-11-30-AA-03300-00 | John Ross | R-2 | Out | No Submittal | 12/4/2012 | VRD |
| 235 | 8/3/2015 | 4916 NW Woody Way | 10-11-29-CA-02900-00 | Don P & Leona Rairigh | R-4 | Out | No Submittal | 11/1/2015 | VRD |
| 236 | 3/8/2017 | 546 NW 54th St | 10-11-30-AD-00500-00 | Larry & Pat Hood | R-2 | Out | No Submittal | 3/27/2017 | VRD |
| 237 | 9/12/2017 | 688 NE 20th Pl (Upstairs Area) | 10-11-32-DD-05500-00 | William & Kassi Sedwick | R-1 | Out | No Submittal | 2/9/2018 | VRD |

Memorandum

To: Short-Term Rental Ordinance Implementation Work Group

From: Derrick I. Tokos, AICP, Community Development Director 

Date: February 21, 2020

Re: 24/7 Hotline Implementation and Enhancements

Enclosed is an email from Claire Shank with Lodgingrevs, responding to a series of questions related to how their operators can interface with police dispatch and enhancements they can make to the centralized incident/complaint database to provide clients the ability to report out summary information.

The enhanced report features are not yet available, and may not be prior to the next meeting. We would; however, like to use some time under this agenda item to further discuss with the work group expectations and understood limitations associated with after hour enforcement, and changes the City should make to the 24/7 hotline script that Lodgingrevs operators use for Newport.

Attachments:

Email from Claire Shank, dated February 5, 2020

Derrick Tokos

From: Claire Shank <claire@lodgingrevs.com>
Sent: Wednesday, February 05, 2020 8:44 AM
To: Derrick Tokos
Cc: Jason Malloy; Jim Folmar
Subject: RE: Questions and Implementation Issues

Hi Derrick,

1. We are adding the Compliance Status and MUNIRevs account number as columns to this report. All columns you see on the menu will export to excel.
2. We will add these dropdown selections. We are changing License Violation to Violation as not all of our clients call it a license – some call it a permit or registration.
3. We have some cities who have additional procedures in their hotline script that say if the call is Noise related and it's after 10pm PST, call police dispatch at XXX, inform them of the complaint and provide the reporting party's contact information. Would you be interested in adding something similar?
4. No, this is not possible. Maybe #3 above can help here?
5. We collect advertisement data 2x per week. We will take a evidence capture PDF when the listings are in LODGINGRevs. We will review the listings to match them to a property record, either by looking at the active listing or the PDF if the listing has since been removed. We can filter in LODGINGRevs to view all advertisements with a date created (new) of 2/1 – 2/23 (or however long) to see how many new advertisements popped in Newport, possibly as a result of the festival.

We plan to complete the report enhancements in #1 and #2 in the next couple of weeks. We will let you know when they are ready for your review.

Thanks,

Claire Shank
 Account Manager at LODGINGRevs
 (970) 708-1910
claire@lodgingrevs.com

From: Derrick Tokos <D.Tokos@NewportOregon.gov>
Sent: Friday, January 31, 2020 10:33 AM
To: Claire Shank <claire@lodgingrevs.com>
Cc: Jason Malloy <J.Malloy@newportpolice.net>; Jim Folmar <J.Folmar@NewportPolice.net>
Subject: Questions and Implementation Issues

Hi Claire,

Now that we have had the service up and running for a few months, we have a few questions and requests for changes in how the interface is working. Here they are, in no particular order.

1. Now that we have some data, we would like to generate reports and are looking to use the “export to excel” function on the detailed complaint reporting screen to accomplish that task. Attached is a screenshot of that screen. We assume the excel export function can be calibrated to meet our needs, and would like it adjusted such that it exports the following fields: “Date of Complaint,” “Property Address,” “Complaint Type,” “Complaint Status,” and “Compliance Status.” Do you foresee any issues in making this change?

2. Related to the above, we would like to adjust the options in the “complaint status” drop down menu so that it is more informative. Instead of simply “open” or “closed,” we would like the field to include the following options “Open,” “Under Review,” “No Violation,” “License Violation,” “Warning,” and “Citation.”
3. Could you please confirm whether or not LodgingRevs representatives identify when incidents reported on the 24/7 hotline need to be sent to police dispatch? Assuming this is occurring, what is the threshold they are using to make that determination? For example, an after-hours call is made about a fight or disturbance at a VRD. How would that be handled?
4. With respect to after-hours, is it possible to setup the system such that automatic emails are sent to a different city email address based upon when the complaint is received?
5. As an FYI, we have a large off-season event coming up called the Seafood and Wine Festival. It starts on February 20th and extends through February 23rd. We expect a bump up in advertisements of unlicensed rentals and would like to know how you approach events such as this when tracking advertisements.

That is about it for now. I look forward to your response.

Derrick I. Tokos, AICP
Community Development Director
City of Newport
169 SW Coast Highway
Newport, OR 97365
ph: 541.574.0626 fax: 541.574.0644
d.tokos@newportoregon.gov

Newport Hotline Script

Hot Line Greeting: Thank you for calling the City Of Newport Hotline, this is [OpName]. Are you calling about an issue with a rental property?

(CSR: If a caller is interested in a rental property/wants pricing on a rental, please advise they have called the wrong number and we cannot assist them.) If the call is complaint related, please proceed.

*Hotline notes time call came in the Date & Time of Call Received box

Caller Contact Information

1. "Your information will be kept confidential for this complaint, but for our own records: May I have your first name please?"
2. "May I have your last name?"
3. "May I have the best number to reach you at in case we get disconnected?"

Property Information:

1. "Do you know the property owner's name of the short-term rental you are reporting?"
2. "What is the street address for the property your concern is in regards to?"
3. "Do you know the unit number for this address?"
4. "May I have the zip code?"
5. "Which type of incident are you reporting?" (Drop down list)
 - a. Noise
 - b. Illegal Rental
 - c. Parking
 - d. Trash
 - e. Occupancy/Number of Guests
 - f. Other

Please describe your complaint against this property in detail section:

- g. Hotline takes down complaint information

"Thank you for your patience, we are onto the resolution phase and I will take it from here. I will reach out to this property's emergency contact and notify them of the situation. A Newport Community Service Officer will follow-up with you once the matter has been investigated. Thank you for calling and have a nice day."

Emergency Contact Follow Up

6. Hotline calls emergency contact on file up to FIVE times
7. Hotlines notes time call was made to emergency contact
8. Hotline takes notes on conversation with emergency contact in the resolution field (if reached)
9. Hotline leaves the following message if there is no answer:
 - a. Hello, this is [OpName] with the City of Newport Short Term Rental Hotline. You are listed as the emergency contact for [property address] and I am calling to report an issue about [X]. Please contact your tenants or resolve the issue. No callback is required. Have a nice day.

Memorandum

To: Short-Term Rental Ordinance Implementation Work Group
From: Derrick I. Tokos, AICP, Community Development Director 
Date: February 21, 2020
Re: STR Ordinance Implementation Issues

Enclosed is a letter from the Nye Sands HOA Association outlining their concerns with the proof of use provision of the new ordinance (NMC 4.25.030(C)(7)). That provision requires evidence that a unit was rented for 30 days during the previous fiscal year. This condominium building, located just north of the Nye Beach Turnaround, has been under substantial renovation since April of 2019 and the work will not be completed until June of 2020.

A number of unit owners have short-term rental licenses that they cannot use because of the condition of the facility. We would like to discuss with the work group how best to address this circumstance and whether or not this provision of the code might need to be adjusted in the future.

Spencer also asked that time be reserved under this agenda item to discuss the 24/7 hotline signage as it relates to Bed and Breakfast facilities, and whether or not Bed and Breakfasts and home shares, where there is an onsite operator/resident, should be exempt from the sign posting requirement.

Attachments:

Letter from Melissa Rajala, Treasurer, Nye Sands HOA Board, dated January 15, 2020 (with attachments)

JAN 15 2020

RECEIVED

January 15, 2020

The City of Newport
Derick Tokos – Community Development Director
169 SW Coast Hwy
Newport OR 97365

Dear Mr. Tokos,

This letter is to follow up on the meeting you and I had yesterday at Newport City Hall regarding the Nye Sands Condominiums, located at 507 NW Alpine St., Newport. Among other topics the primary reason for our meeting was in regards to the City of Newport "Proof of Use" Provision 4.25.030 C,7, and the licensed vacation rental units at the Nye Sands Condominiums being able to meet the requirement by the specified timeframe.

We are asking for a deferral of the City of Newport "Proof of Use" Provision 4.25.030 C,7, for our licensed vacation rental unit owners at the Nye Sands Condominiums. If it is possible to defer the required documentation for one year, our currently licensed owners will be able to fulfill the City of Newport requirement as well as assure the safety of their renters.

Nye Sands Condominiums started an extensive exterior building envelope rehabilitation in April of 2019. The current projection for project completion timeline is end of June 2020. We are hopeful that the project will actually end near that date, though we continue to experience unexpected problems being identified by our building envelope consultant, Forensics Building Consultants, and our General Contractor, R&R Houston which may cause the projected project end date to exceed that timeframe. Each week seems to bring new challenges that must be addressed properly.

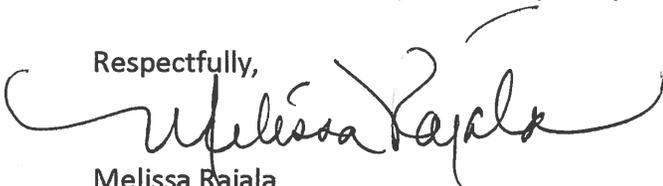
The scope of the project included every exterior wall of our ocean front building. The old west facing cement patios have been completely removed from the building and rebuilt. The west wall of the building was taken down to studs and rebuilt, and is still in progress. The east wall old cement entry decks on our second and third floors have been partially demolished and are currently in the process of being rebuilt, as well as the east walls of all three floors of the buildings are being taken down to studs and rebuilt. North wall repairs and repaint have been completed. South wall repairs and repaint have been completed. Building elevator modernization is currently in progress and has an expected completion timeframe of end of February 2020. We have had scaffolding on the west side of our building for the last 8 months that spans all three floors. We have a nine-man, full time crew on site 5 days a week, and most weeks they work Saturday's as well. We have a variety of subcontractors, their vehicles and large delivery trucks bring construction materials and equipment taking over the majority of our parking lot since April of 2019. Fire sprinkler systems on the west exterior walls are slated to be completed in March of 2020 timeframe and all east exterior fire sprinkler system has been updated and riser room modernization modification have been completed. We continue

to work with Fire Marshall to assure safety of construction personnel and full-time residents during the construction project. As a full time resident myself, because of all of the noise, dust, workers, trucks etc., the building is very uncomfortable to live in at this time.

None of our buildings licensed Vacation Rental units have been able to be used as vacation rental units since April of 2019. The Nye Sands HOA cannot allow any vacation renters into or around the building due to the extreme liability of unnecessary people being on our very busy construction site. Various Vacation Rental Companies that deal with our vacation rental owners have been notified that our building is not in a safe state to rent out until approximately July 1 of 2020. At this point we are discouraging even our owners and their friends or family from coming to their own condominiums unless absolutely necessary.

If you have further questions or would like to see additional pictures of the scope of our project please contact me at MelissaRajala@icloud.com, cell phone 360 606 4111, or by US mail at unit #304 at 507 NW Alpine Street, Newport OR 97365.

Respectfully,

A handwritten signature in black ink, appearing to read "Melissa Rajala". The signature is fluid and cursive, with a large initial "M" and "R".

Melissa Rajala

Treasurer, Nye Sand HOA Board

Attachments- Various Picture of NYE SANDS CONDOMINIUMS REHABILITATION PROJECT



From: Melissa Rajala melissa.rajala@icloud.com
Subject: Nye Sands Condominium Letter requisition deferral of City Newport Proof of Use Provision 4.25.030 C 7
Date: January 15, 2020 at 2:05 PM
To: D.tokos@newportoregon.gov
Cc: Melissa Rajala melissa.rajala@icloud.com, Lori Roberts 207 catering.to.you.llc@gmail.com, Lee Hardy Yaquina Bay Prop Management lee@yaquinabayproperties.com

I have delivered a hardcopy of this letter and pictures of our Nye Sands Condominiums Rehabilitation Project to your office the afternoon of 1/15/2020.



Derrick Tokos
Proof o...er.docx



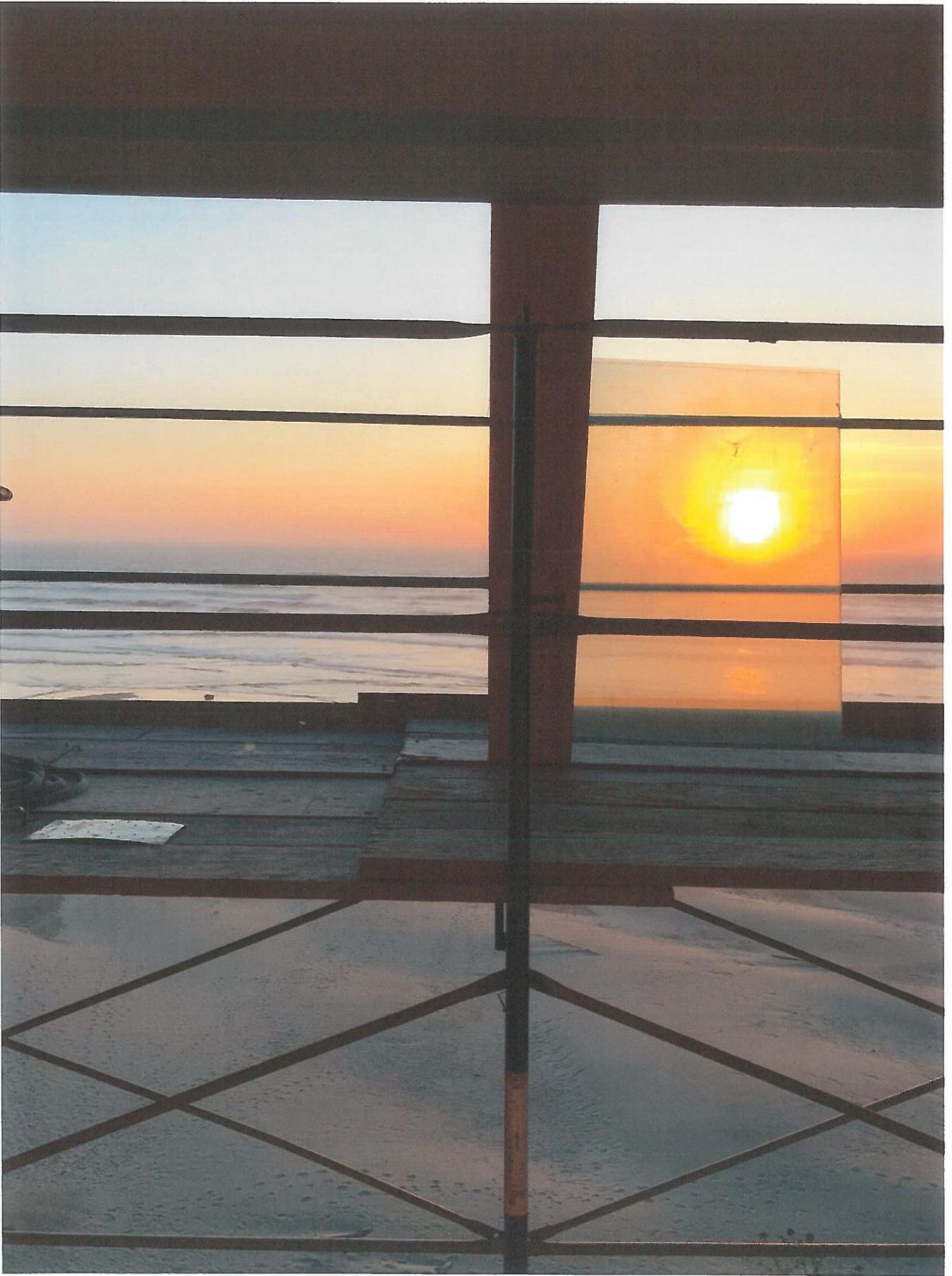




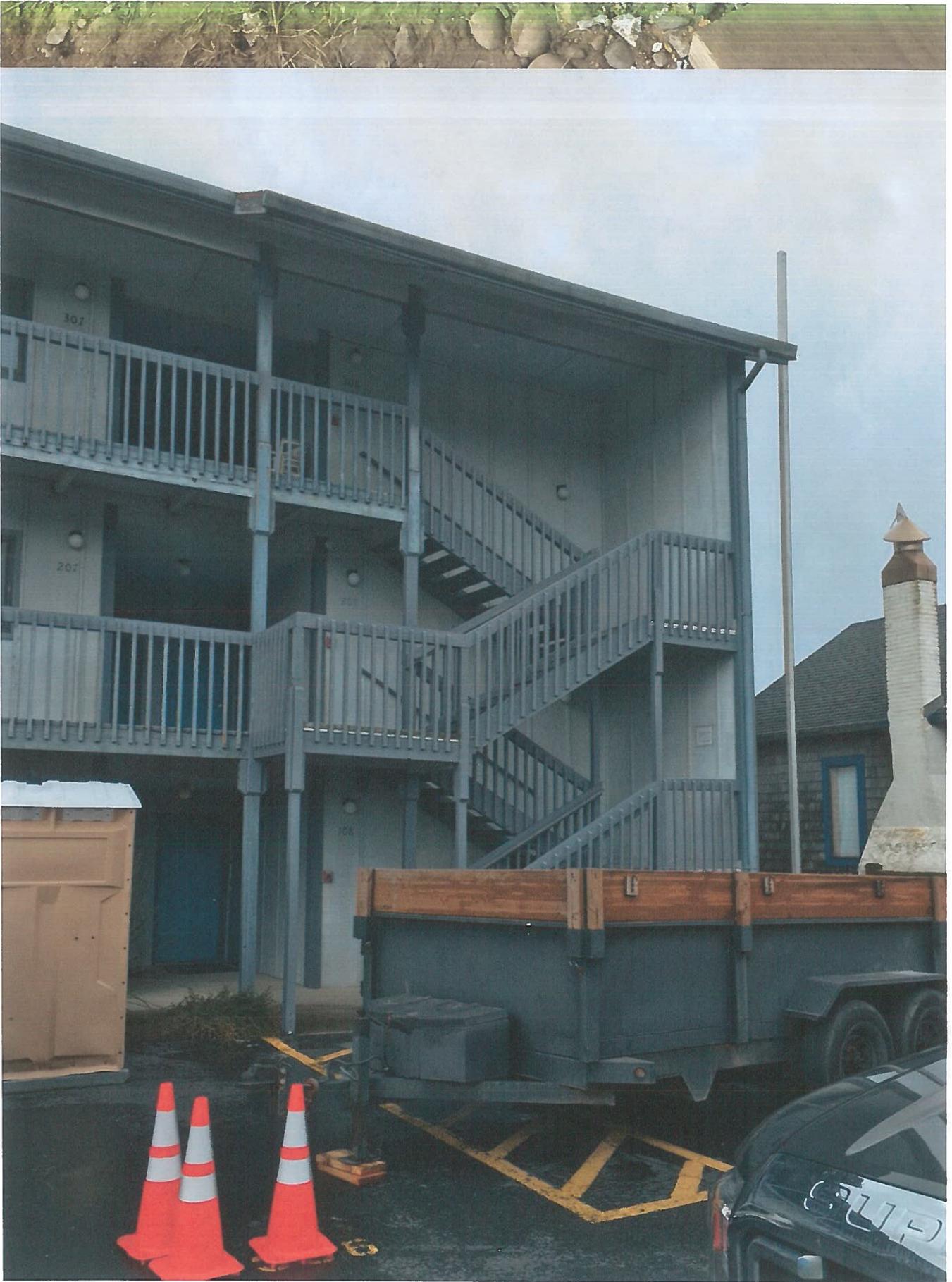


























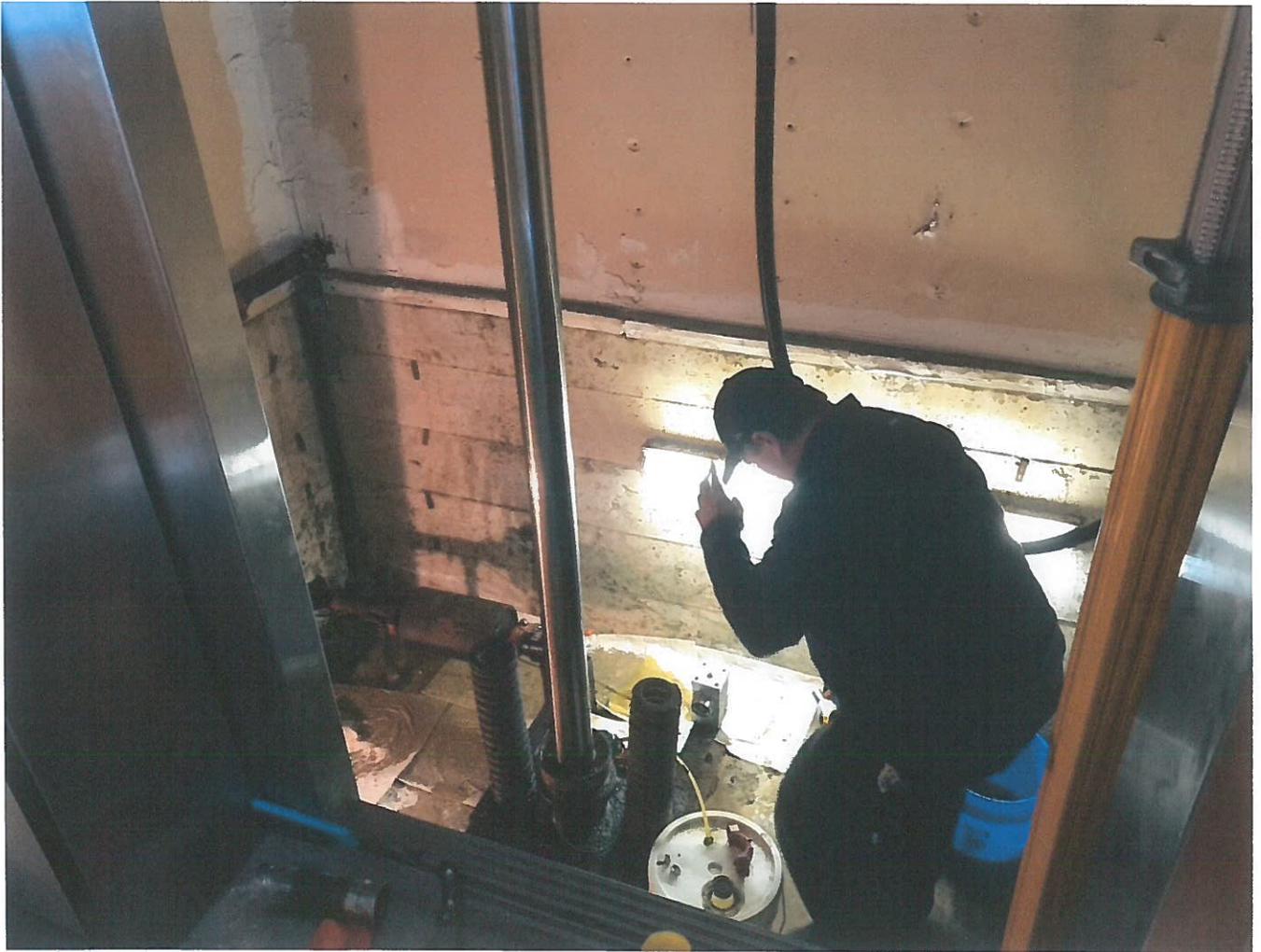












Memorandum

To: Short-Term Rental Ordinance Implementation Work Group
From: Derrick I. Tokos, AICP, Community Development Director 
Date: February 21, 2020
Re: Enforcement Update

Enclosed is an email from Community Service Officer, Jim Folmar, summarizing incidents reported and enforcement actions taken to date. Additionally, attached is a chart that was previously distributed to the City Council and work group that outlines the enforcement process. We would like to take a few minutes at the meeting to discuss the steps City staff follow when issuing citations and the Municipal Court's roll, along with that of the City, in the adjudication of citations.

Attachments:

Email from CSO Folmar, dated February 21, 2020
Chart summarizing the STR Enforcement process

Derrick Tokos

From: Jim Folmar
Sent: Friday, February 21, 2020 10:26 AM
To: Derrick Tokos
Subject: STR Enforcement Actions

Hey Derrick,

Here's the list of enforcement actions, as of 02/21/2020, taken since 08/2019:

Cease & Desist Letters - Inside the Overlay = 29

Cease & Desist Letters - Outside the Overlay = 12

Citation Letters = 12

Violation Letters for Signage = 18

Complaints thru LodgingRevs = 36

- 14 - Illegal Rentals

- 1 - Occupancy

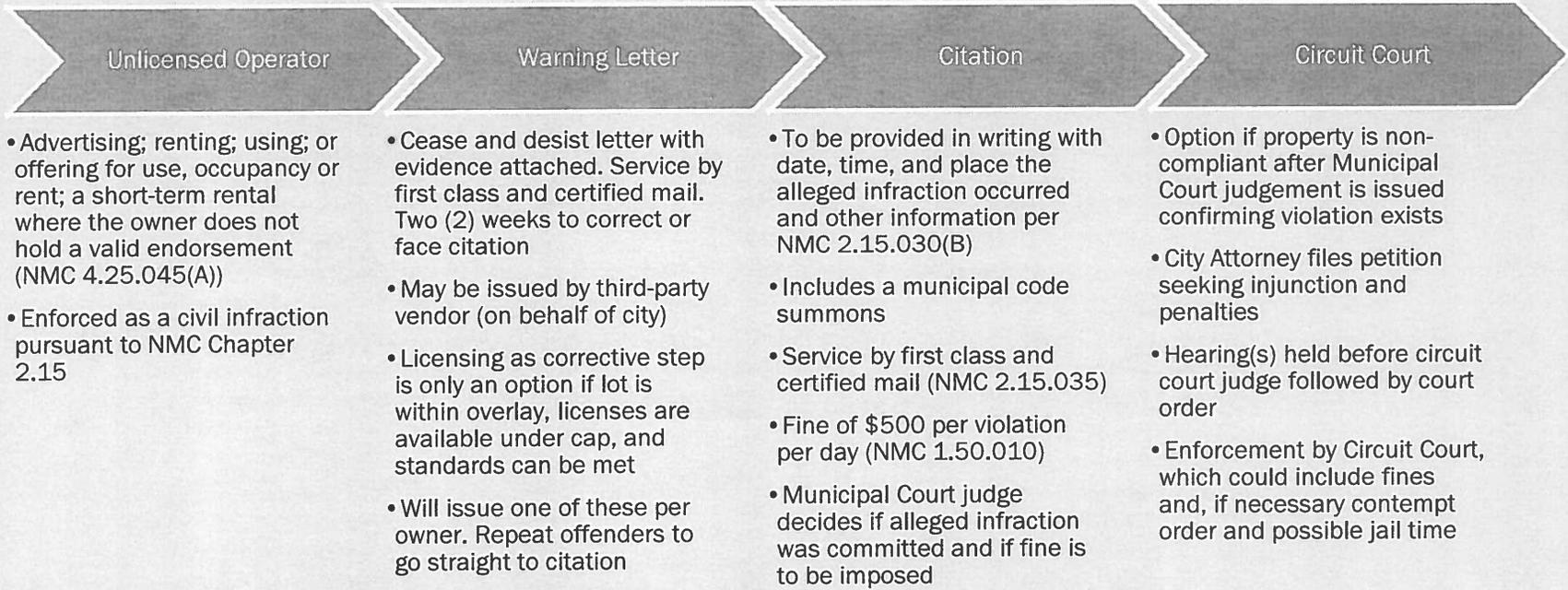
- 9 - Other

- 9 - Parking

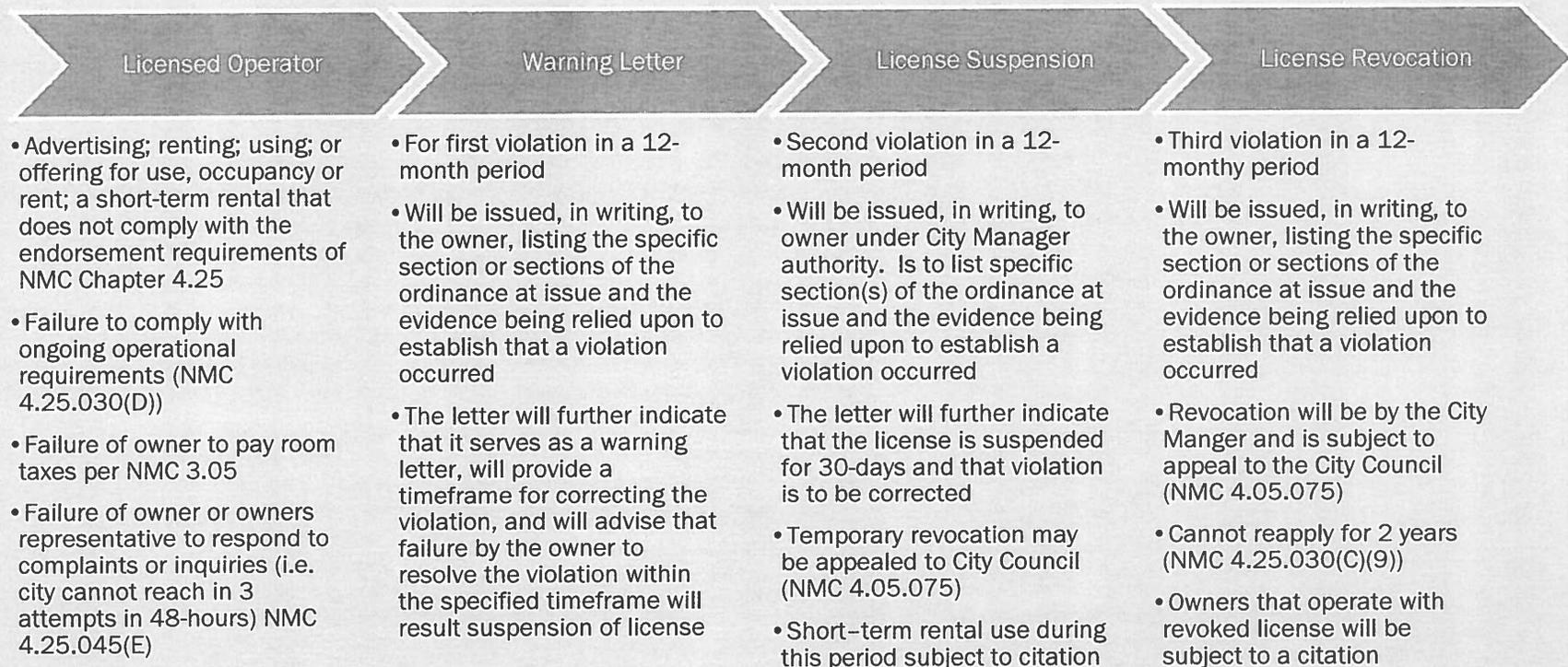
- 3 - Trash

We have 6 properties listed as non-compliant that are in various stages of enforcement. By LodgingRevs calculations we have a 98.27% compliance rate. Hope this information helps.

Jim



Progressive enforcement resets every 12 months



Derrick Tokos

From: cheryl connell <simonis_110@hotmail.com>
Sent: Monday, February 24, 2020 2:48 PM
To: Derrick Tokos
Cc: Spencer Nebel; Dietmar Goebel; Cynthia Jacobi; Ryan Parker; c.hall@newportoregon.gov; Beatriz Botello; David Allen; Dean Sawyer
Subject: Agenda Item -- 2/26 Short Term Rental Ordinance Implementation Work Group
Attachments: STRWG Topics-final.docx

Dear Derrick,

As directed by City Manager Spencer Nebel on 2/3/2020, I am submitting the document attached to this email to you. Please place this list of priorities, as submitted by Advocates for Safe and Healthy VRD-Free Neighborhoods-Newport, on the agenda for the referenced work group meeting.

Should you have any questions or concerns, I am happy to address them--just let me know.

With best regards,

Cheryl S. Connell

2/24/2020

Priorities for Consideration by Short-Term Rental Ordinance Implementation Work Group

As directed on 2/3/2020 by City Manager Spencer Nebel, Advocates for Safe and Healthy VRD-Free Neighborhoods-Newport submits this list of priorities that we believe are essential for the Workgroup to consider/recommend to the City Council. These priorities are based on our engagement with various City departments. We have serious concerns about how the City's enforcement of short-term rentals code is interpreted, documented and performed. We ask that these topics are placed on the Workgroup's 2/26 agenda and formally addressed by the Workgroup .

Policy Changes to Ordinance Implementation

- City's historical culture of "voluntary compliance" in STR regulations to change to mandatory compliance.
- City to pursue full amount of past-due TRT, interest, and penalties for all illegal vacation rentals from time of first citation issue. *(As of 11/1/2019, 56 Cease and Desist letters issued. Were they issued citations and fines in addition to being shut down?)*
- City to enforce ordinance language as written so that all documented violations are issued a "strike" and a citation. Currently, no strike is issued if violator merely agrees to fix the problem.
- City to establish time-certain Phase Out period for STRs in Non-Overlay zones to provide relief in R1 & R2 neighborhoods. *(5-year Phase Out was deemed acceptable by former City Attorney Steve Rich.)*

Enforcement

- City to ensure incidents reported by residents are dealt with within an hour by the vacation rental's contact person, with an automatic email reply sent back to the person who filed the incident report as confirmation.
- City to verify transient room taxes paid to City are reasonably correct by implementing City Audit procedure to perform systematic review of all licensed STRs along with hotels and motels.
- City to change Community Service Officers work schedule so that all days of the week are covered by at least one CSO. Currently, no CSO works during high STR utilization times (weekends and holidays) so no investigation can commence until a few days after problem affecting residents is long gone.
- City to take all steps necessary to ensure strict and timely enforcement of STR regulations for over-occupancy and parking. Current City practices hinder enforcement because no CSO is on duty on weekends and holidays and over-occupancy/illegal STR parking is not a police emergency.
- City to require all STR property owners to submit complete log of incidents reported directly to owner/manager every 6 months. Data from property owner log should be compared against City's log and collated into LodgingRevs online data system.

Transparency/Reporting/Accountability to Public

- LodgingRevs to acknowledge receipt of each incident report to person making report with an immediate (automated) email. The date of the incident report should appear on the form.
- LodgingRevs to add "PRINT" option to LodgingRevs Incident Report with full content of report visible.
- CSO to acknowledge receipt of each incident report to person making report, and provide update on how the problem was resolved.
- City to add public access to all "incident report" data on LodgingRevs system or on the City's website. Data should include all CSO actions taken on incidents, including: Incident Number, Date, VRD Address, Complaint type, Status (open/research/response/closed), and Resolution determination. Confidential info can be redacted. *(The City promised access to this data in August 2019; Berman requested automatic status updates at 11-19-19 Work Group meeting.)*